

Federal Supply Service
Authorized Federal Supply Schedule Price List
On-line access to contract ordering information, terms and conditions, up-to-date pricing, and the option to create an electronic delivery order are available through GSAAAdvantage!, a menu-driven database system. The INTERNET address GSA Advantage! is:
GSAAAdvantage.gov.

Facilities Maintenance and Management
STANDARD INDUSTRY GROUP: 8744
FSC Code: R425

Contract number: GS-21F-079BA

For more information on ordering from Federal Supply Schedules click on the FSS Schedules button at fss.gsa.gov.

Contract period: April 21, 2014 to April 20, 2019

Brooks + Wright Commissioning, LLC
2209 Chestnut St
Philadelphia, PA 19103-3010
DUNS: 078394476 CAGE Code: 6YJC7
Phone: 215-279-5950 Fax: 215-569-2664
Contact: Will Wright Email: will.wright@brookswright.com

Contractor's internet address/web site where schedule information can be found: www.brookswright.com

Business size: Small/

1a. Table of awarded special item number(s) with appropriate cross-reference to item descriptions and awarded price(s).

871 206 --- Building Commissioning Services

LABOR CATEGORY	RATE
Principal	\$184.30
Commissioning Authority	\$145.50
Commissioning Engineer	\$106.70
Business Development Specialist	\$ 48.50

1b. Identification of the lowest priced model number and lowest unit price for that model for each special item number awarded in the contract.

Business Development Specialist	\$ 48.50
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1c.

LABOR CATEGORIES

PRINCIPAL

Duties and Responsibilities: This position involves oversight of business development, marketing and management of the firm's commissioning and retro-commissioning services, which we provide to a variety of professional, corporate and public sector clients.

The primary role of this position is to make significant contributions to the growth of the commissioning and retro-commissioning business by preparing proposals, developing marketing materials and generating sales leads.

Education: Bachelor of Science in Mechanical Engineering or related discipline. Must be a NEBB CP (National Environmental Balancing Bureau Certified Professional).

Experience: A minimum of ten years of direct field commissioning/retro-commissioning experience, including at least five years of supervisory experience.

COMMISSIONING AUTHORITY

Duties and Responsibilities: This position involves management and oversight of the firm's commissioning and retro-commissioning services, which we provide to a variety of professional, corporate and public sector clients. Specific tasks include development and maintenance of processes and standards, review of project design documents, preparation of commissioning plans and specifications, attendance at project meetings, functional testing of installed systems in the field and preparation of reports. This position also coordinates commissioning and retro-commissioning activities, both in-house and with other professionals and contractors on the projects.

In addition, this position is expected to make significant contributions to the growth of the commissioning and retro-commissioning business by assisting with the preparation of proposals, development of marketing materials and generation of sales leads.

This position reports to the President/Managing Member of the firm.

Education: Bachelor of Science in Mechanical Engineering or related discipline. Must be a NEBB CP (National Environmental Balancing Bureau Certified Professional).

Experience: A minimum of eight years of direct field commissioning/retro-commissioning experience, including at least four years of supervisory experience.

COMMISSIONING ENGINEER

Duties and Responsibilities: This position involves technical field commissioning on various projects for professional, corporate and public sector clients. Specific tasks include implementation of commissioning processes and standards, review of project design documents, preparation of commissioning plans, attendance at project meetings, inspection and functional testing of installed equipment and systems and preparation of commissioning reports. This position also coordinates commissioning activities with other professionals and contractors on the projects.

This position reports to the Commissioning Authority/Director of Commissioning Services for the firm.

Education: Bachelor of Science in Mechanical Engineering or related discipline. Must be a NEBB CT (National Environmental Balancing Bureau Certified Technician).

Experience: A minimum of four years of direct field commissioning/retro-commissioning experience.

BUSINESS DEVELOPMENT SPECIALIST

Duties and Responsibilities: This position performs marketing, business development and administrative functions.

Responsibilities include:

1. Development, production and maintenance of marketing information (resumes, project lists, project sheets, website updates, brochures)
2. Development and production of proposals and qualifications packages
3. Business development and promotional initiatives assistance (conference arrangements, presentations, PowerPoint presentations, direct mail, etc.)
4. Market research
5. Marketing communications
6. Project related clerical and administration functions

This position reports to the President/Managing Member of the firm.

Education: Bachelor's Degree.

Experience: A minimum of two years of marketing and/or office management experience.

2. Maximum order. \$1,000,000

3. Minimum order. \$100.00

4. Geographic coverage (delivery area). 50 United States; District of Columbia; Puerto Rico

5. Point(s) of production (city, county, and State or foreign country). Philadelphia (Philadelphia), PA

6. Discount from list prices or statement of net price. Net prices set forth above.

7. Quantity discounts. Additional 1.0% for any single contract greater than \$300,000.

8. Prompt payment terms. ½% 20 days.

9a. Government purchase cards are accepted at or below the micro-purchase threshold.

9b. Government purchase cards are accepted above the micro-purchase threshold.

10. Foreign items (list items by country of origin). None.

11a. Time of delivery. (Contractor insert number of days.) As negotiated with ordering activity.

11b. Expedited Delivery. Contact the contractor.

11c. Overnight and 2-day delivery. Contact the contractor.

11d. Urgent Requirements. Contact the contractor.

12. F.O.B. point(s). Destination.

13a. Ordering address. Set forth above.

13b. Ordering procedures: For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPA's) are found in Federal Acquisition Regulation (FAR) 8.405-3.

14. Payment address. Set forth above.

15. Warranty provision. Standard commercial warranty terms.

16. Export packing charges, if applicable. Not applicable.

17. Terms and conditions of Government purchase card acceptance (any thresholds above the micro-purchase level). None.

18. Terms and conditions of rental, maintenance, and repair. Not applicable.

19. Terms and conditions of installation. Not applicable.

20. Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices. Not applicable.

20a. Terms and conditions for any other services. Not applicable.

21. List of service and distribution points. Not applicable.

22. List of participating dealers. Not applicable.

23. Preventive maintenance. Not applicable.

24a. Special attributes such as environmental attributes (e.g., recycled content, energy efficiency, and/or reduced pollutants). Not applicable.

24b. If applicable, indicate that Section 508 compliance information is available on Electronic and Information Technology (EIT) supplies and services and show where full details can be found (e.g. contractor's website or other location.) The EIT standards can be found at: www.Section508.gov/. Not applicable.

25. Data Universal Number System (DUNS) number. 078394476

26. Contractor registered in SAM.